

DD/A Registry  
File Personal

Assistant for Resources

Career Management Officer

The ADD/A has asked that the CMO assume action responsibility for those "Career Service" requirements listed in 2.B.(2) and 2.B.(3). In effect, we should check with the Offices and Staffs in this Directorate to determine if there are senior secretarial positions which may be appropriate for upgrading. Quite obviously, there will have to be strong justification and not a mere listing of positions.

Suspense: 25 October 1974.

17. D  
LJD

Att: Minutes of CIA MC Meeting of 11 Sep 74

Executive Officer to the DD/A

23 Sep 74

STAT

EO-DD/A   King (23 Sep 74)

Distribution:

Orig RS - Adses (CMO-action) w/cy of Att

1 - DD/A Subject w/att

1 - MCA-97, 97/A

Att: MFR dtd 17 Sep 74 fr S/CIA MC, subj: CIA Management Committee Meeting of 11 September 1974.

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM					
UNCLASSIFIED		CONFIDENTIAL		SECRET	
STAT OFFICIAL ROUTING SLIP					
TO	NAME AND ADDRESS	DATE	INITIALS		
1	Mr. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px;"></span>	9/17			
2	Mr. McMahon	9/17			
3	Mr. Blake				
4					
5					
6					
ACTION		DIRECT REPLY	PREPARE REPLY		
APPROVAL		DISPATCH	RECOMMENDATION		
COMMENT		FILE	RETURN		
CONCURRENCE		INFORMATION	SIGNATURE		
Remarks: 1-2 There are a number of action items for the DDA, including the proprietaries issue. Have you assigned responsibility and/or do you want me to suspense these items in OP.					
<div style="border: 1px solid black; width: 100px; height: 30px; display: inline-block;"></div> YOUR SF RE PROPRIETARIES BEN HAS PARAS 2A + B3					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.					DATE
Approved For Release 2003/04/29 : CIA-RDP84-00780R006000050002-1					
UNCLASSIFIED		CONFIDENTIAL		SECRET	

# EXECUTIVE SECRETARIAT Routing Slip

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	S/MC				
4	DDS&T				
5	DDI				
6	DDM&S				
7	DDO				
8	D/DCI/IC				
9	D/DCI/NIO				
10	OGC				
11	OLC				
12	IG				
13	Compt				
14	D/Pers				
15	D/S				
16	DTR				
17	Asst/DCI				
18	AO/DCI				
19					
20					
21					
22					
SUSPENSE		Date			

Remarks:

Executive Secretary

17 September 1974

## MEMORANDUM FOR THE RECORD

SUBJECT: CIA Management Committee Meeting of 11 September 1974

1. The Committee met on Wednesday, 11 September. In attendance were:

Vice Chairman  
Secretary  
Mr. Proctor  
Mr. Nelson  
Mr. McMahon  
Mr. Iams  
Mr. Chamberlain  
Mr. Warner  
Mr. Carver

STAT

Mr. Evans

2. The following topics were discussed and decisions reached are recorded below:

A. Review of Agency Retirement Policy (MCA-89/B). The Secretary and others complimented the Office of Personnel on this written review of the Agency retirement policy. Mr. [ ] re- STAT  
sponded to several technical questions. A full discussion followed, during which members expressed the belief that the mandatory age would have to be changed from age 60 to age 65. Before recommend- STAT  
ing that change in policy to the Director, Mr. [ ] was asked to informally consult the Civil Service Commission and advise the Management Committee with regard to the Commission's view on the possibility of obtaining an exemption from the age discrimination provisions of the FLSA.

B. Agency Senior Secretaries -- Their Grades and Their Career Management (MCA-97 and 97/A). Mr. [ ] highlighted STAT  
MCA-97, and Mr. [ ] topically covered the principal points in MCA-97/A. After a lengthy discussion, it was the consensus of the Committee that:

STAT